

ANNEX R

FOOD DISTRIBUTION

A. PURPOSE

To provide guidance for a food distribution service that would monitor and control supplies, transportation, staging areas, and personnel necessary to provide food to the affected population. This includes monitoring deliveries, assisting in food distribution and coordinating mass feeding activities with the welfare service.

B. SITUATION

1. Approximately 40% of West Virginia's food supplies are warehoused within its state boundaries, making West Virginia heavily dependent on out-of-state warehouses for food shipments. Interstate coordination will be required under severe disaster/emergency conditions.
2. It should be noted that it would be difficult for the major food chains to serve the affected areas other than from their warehouses regardless of location. Therefore, food industry personnel favor a food distribution strategy which enables them to continue to operate warehouses located in affected areas.
3. The maximum efficient use of a given supply of food is achieved only when available stocks are evenly distributed.
4. The overall food supply for the affected areas might consist of stocks, home stocks, stocks acquired from the shelves of affected area retailers, supplies diverted through the existing distribution facilities, and mass feeding stations operated by or at the bequest of the government. Within this composite system a number of alternative methods are possible for controlling the distribution of essential food stocks in an equitable and efficient manner.
5. An effective control system would meet the following criteria: Equal access by all to available supplies; access to supplies irrespective of ability to pay; control by the government over ultimate food prices including free distribution when deemed desirable; maximum government flexibility to assess charges for supplies, permitting varying degrees of subsidy; minimum use of resources to supply disaster areas and to distribute supplies within the area; and maximum control over timing of disbursements to even out demand and minimize hoarding.

C. ASSUMPTIONS

1. The State Emergency Operations Center (SEOC) will be operational and functioning under emergency conditions.

2. Evacuation of the area population will be strongly advised, but voluntary. Critical workers and their dependents will evacuate to their designated shelters and commute to the stricken area.
3. Statewide food redistribution programs will commence as soon as conditions permit.
4. Once an evacuation of an area has been directed, it may involve a small area or the entire jurisdiction, depending upon the hazard. The sheltered population will need food supplies for a period of time that could involve anywhere from a few days to weeks. Most food chain representatives indicate that the non-perishable retail stock on hand in a particular area would adequately supply that population for approximately two weeks.
5. Essential food production and processing activities located in the stricken areas will be continued. All agricultural production and processing will be continued, using the work force available.
6. Warehouses located in areas that are operated by independent wholesalers, grocery chains, and institutional suppliers will remain in operation to supply the restaurants, retail outlets and shelters.
7. Kitchen-equipped institutions will be utilized to provide feeding operations for shelters. Area restaurants may expand operations to meet increased demand.
8. Price regulation and single purchase limitations will be introduced prior to the evacuation order to control individual food purchases in retail outlets. Limitations in the area should be low enough to discourage individual hoarding, but high enough to permit the depletion of retail stores before departure.
9. Evacuees will be encouraged to transport as much non-perishable food to the shelter as their own available food stock and transportation will permit.

D. CONCEPT OF OPERATIONS

1. Phases of Management
 - a. Mitigation – Review and update plans, establishing requirements for food supplies and logistical support for these supplies.
 - b. Preparedness
 - (1) Notify persons and organizations identified in the resource list about possible need for the redistribution of food supplies.

- (2) Prepare plans and standard operation procedures (SOPs) for the redistribution of food supplies to coordinate with any existing SOPs the major food chains may have involving the continued supply of food. Include local estimations of how long the stock on hand could supply affected population.
- (3) Determine whether or not sufficient food and water exists to accommodate the population. Review plans for procurement and control of food including rationing plans.
- (4) List institutions with kitchens that could be used for mass feeding purposes.
- (5) Contact the American Red Cross to obtain the benefit of their mass feeding experience.

c. Response

- (1) Inform food industry personnel and assist in provision of additional transportation for food transferal, as needed.
- (2) Provide emergency supplies of food to shelters; shut down nonessential services.
- (3) Maintain control of supply and procurement of food; monitor supply and consumption levels, adjusting as necessary; supervise and assist in removal of unneeded supplies and equipment.
- (4) Publicize establishment of price controls and single-purchase limitations.
- (5) Shipments to affected counties should remain approximately at pre-crisis levels (100% of current shipment rate).
- (6) Staff and equip feeding facilities.
- (7) If transportation equipment is used efficiently, a percentage of the trailer fleet could be used for on-site storage.

d. Recovery

- (1) Shipments should return to pre-crisis levels (100% of current shipment rate).

- (2) Return all records, logs, vouchers, receipts and documents to the County Emergency Services Director.

E. DIRECTION AND CONTROL

Direction and control on the State level will be exercised from the State EOC.

F. ADMINISTRATION AND LOGISTICS

1. All purchasing and requisitions must be fully documented with written approval and guidance given by the Department of Administration/Purchasing Division.
2. Documentation of purchases and returns must be coordinated with the State Auditor.
3. All costs will be borne by the local government, with help from the State, Federal Government, American Red Cross, or Salvation Army where possible.

G. AUTHORITIES AND REFERENCES

1. West Virginia Code, Chapter 15, Article 5, as amended.
2. West Virginia Code, Chapter 19, Article 2, Section 19-2-7, as amended.
3. West Virginia Code, Chapter 9, Article 2, Section 9-28, as amended.
4. West Virginia Donations Management Plan, as amended.